

**Louisiana Secretary of State
Division of Archives, Records Management and History
Registration Form**

Unless otherwise indicated all classes held will be at the Louisiana State Archives Auditorium 3851 Essen Lane, Baton Rouge, LA 70809. Please note: Registration begins 15 minutes prior to start of session. There are no fees for this training. You will receive a registration confirmation for the class. If space is not available, we will contact you directly.

Overview of Continuity of Operations (COOP) Programs and Understanding FEMA's Public Assistance Program – 2 hours 15 minutes

Session 1 - Archives Bldg. (June 14 @ 9:30 a.m.)

Session 2 - Archives Bldg. (June 14 @ 1:30 p.m.)

Please Print or Type Legibly

Organization Name: _____

Contact Phone Number: (_____) _____

Contact Fax Number: (_____) _____

Contact E-mail: _____

Session	Attendees Registering	E-mail address
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Return to: Louisiana State Archives, Attn: Records Management by either fax it to (225) 922-1220 or e-mail it to recmgt@sos.louisiana.gov.